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TRANSACTIONS
OF
American Microscopical Society
(Published in Quarterly Installments)

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THE SPENCER-TOLLES FUND

The Spencer-Tolles fund was established by the American Microscopical Society for the encouragement and furtherance of research, especially among its members and in lines of study in which the microscope is the principal instrument of research. While the total has not yet reached the limit desired to give an income effective for the purposes which the founders had in mind, yet the committee to whose charge the Spencer-Tolles fund was entrusted feel that the amount of the fund is now sufficient to warrant the society in appropriating regularly some part of the income for the encouragement of research while the remainder will still be added to the principal until the fund is completed. In order that the Society may be familiar with the situation and with the conditions laid down for securing appropriations from the fund the committee has formulated the following rules for its guidance in making grants. These received the approval of the Executive Committee at the annual meeting last December. They are intended to guide the committee in its action until experience demonstrates the advisability of changes; but they will not be modified without due notice to the Society and adequate opportunity for discussing from every standpoint any proposed alterations. The present financial status of the Spencer-Tolles Fund may be ascertained by consulting the report of the Custodian (Trans., v. 32, p. 86), and its growth is readily seen by comparing these reports for a series of years. They are published annually and give a full account of the Fund to date of the meeting.

It is not the intention of the committee to hamper the investigator by limiting the use of grants to very precise purposes or to control narrowly their expenditure, but to allow the fullest freedom for the exercise of individual judgment in particular cases. As

appropriate purposes in definite cases are recognized the collection or preparation of material for work, the construction or purchase of special apparatus, provision for field expenses, payment of services for control, observations or experiments, and the preparation of illustrations or other special expense incident to the publication of the research in proper form. Since the amount now available is small the committee is inclined to favor those definite purposes which may be served by the appropriation of smaller sums and is especially favorable to making such a grant in connection with funds available from college, university, or private sources where it will enable the investigator to complete a task already begun or to publish work already finished but delayed by the expense of printing.

In this connection attention is directed to grants already made from this Fund. No one of them was large enough alone to attain the results actually achieved, but in each case the completion of the work would not have been possible without such assistance as the Fund gave. In view of the large sums dispensed by other scientific organizations for experimental purposes in research the committee believes that aid in this direction is less needed, and is inclined to emphasize the aid to publication which it is in position to offer and which is not often given by other agencies. For the present, the committee will not limit its grants exclusively to those given to aid in the publication of research papers, even though it feels the need of such aid and the great advantage which will accrue to the entire Society as well as to the individual member by adopting such a policy.

REGULATIONS GOVERNING GRANTS FROM THE SPENCER-TOLLES EUND

1. The Committee will receive formal application for grants from the Spencer-Tolles Fund at present only from members of the American Miscropical Society.

2. Under ordinary circumstances not more than $100 will be voted in any one year to research purposes. Under the Constitution of the Society no money can be granted for any other purpose from the income of this Fund.

3. Applications for grants shall be filed with the chairman of the committee, who shall at once communicate all the facts to other

members and after their discussion and action shall inform the applicant of the result.

4. Each applicant shall submit to the committee a record of his professional or academic training and of any other research work already done. He shall name three persons qualified to speak through personal knowledge of these facts, especially concerning his ability to carry on investigation successfully.

5. Each applicant shall outline the topic on which he seeks the assistance of the Fund and shall indicate the manner in which he proposes to expend the grant asked, the reasons for seeking aid, and the results he expects to attain by this aid.

6. On completion of the work each recipient of a grant shall give the committee a report of the use to which the grant allowed has been put, preferably in the form of a paper ready for publication and embodying the results of the work in connection with which the grant was used.

7. Every grant is made upon the express condition that all results obtained by its aid shall be offered to the American Microscopical Society for publication in advance of their announcement elsewhere. In case the Society or its properly constituted authority is unable or unwilling to undertake the publication of the complete work, then permission will be granted to publish elsewhere; but wherever published publications including the results of this work shall contain the distinct statement that the work contained in the paper was done with the aid of a grant from the Spencer-Tolles Fund of the American Microscopical Society.

8. Payment of a grant shall be made by the Custodian on certification of the chairman that the committee has approved the grant and in accord with the specifications made by the committee for this particular grant. Payment of any sum will ordinarily be made, one half when the grant is approved and one half when the report is received and accepted by the committee. But the special circumstances associated with an individual grant may lead the committee to modify this rule and provide some other manner of payment in that instance.

9. The expenditure of the money shall be entirely in the control of the person receiving the grant and he shall not be asked to

secure or furnish any vouchers covering the expenditure in detail. On completion of the work he shall file with his report a statement that such a sum, mentioning the amount, has been expended and the results of the work are contained in the accompanying report. Any unexpended balance retained by the custodian in making the final payment, or if paid out of the grant not covered by this statement shall be returned to him and shall be again placed in the Fund.

(Signed) HENRY B. WARD, *Chairman*
S. H. GAGE
MAGNUS PFLAM
H. R. HOWLAND
A. M. BLEILE